

TIMELINE FOR 2012 BIENNIAL CONVENTION ASEA/AFSCME LOCAL 52

December 16, 2011: Call to Convention – Packets will be mailed to Chapter Presidents and Secretaries which includes the Call to Convention, Delegate Forms, Committee Forms, and the number of Delegates for each chapter.

December 16, 2011 through February 1, 2012: Proposed Constitutional Amendments and Resolutions to be received by Anchorage Headquarters - Templates for Proposed Constitutional Amendments and Resolutions will be provided to Chapter Presidents and available on the ASEA Website beginning December 16th.

February 1, 2012: Deadline for Delegate Credentials – Chapters must submit Delegate lists and Delegate Credential forms to Anchorage Headquarters. Each Delegate form must be signed by the President and Secretary of each chapter. The Chapter Delegate Certification must be signed by the chapter Secretary and attached to the front of the Delegate/Alternate Credentials packet. *Postmark Deadline: January 27, 2012.*

February 1, 2012: Deadline for Proposed Constitutional Amendments and Resolutions - Proposed Constitutional Amendments and Resolutions must be received in the Anchorage Headquarters by close of business (5:00 p.m.) February 1, 2012. *Postmark Deadline: January 27, 2012.*

February 8, 2012: Mailing of Convention Packets to Certified Delegates & Alternates - Packets will include travel/parking, lodging and Union business leave information and hotel and travel forms, to be submitted no later than February 22, 2012. Alternates will receive information on what the Union provides if they attend the convention.

February 22, 2012: Deadline to submit Travel forms to ASEA Headquarters

March 2, 2012: Mailing of Delegate Convention Packets – Packets will be mailed to Delegates *only* and will include Proposed Constitutional Amendments and Resolutions with State Executive Board recommendations, Proposed FY 2013 Budget, Committee Assignments, ASEA/AFSCME Local 52 Constitution, The Convention Delegate's Guide and Convention Program.

March 14, 2012: Tentative Chapter Officers and Delegate Training

March 15-16, 2012: Convention Committees and Work Sessions

March 17-18, 2012: Convention Business Session